

**Format for
Semi-Annual Progress Report**

A. Grant Number:

B. Amount of Grant: Federal _____ Match _____ Total _____

C. Project Title:

D. Grantee

E. Award Period: From _____ To _____

F. Period Covered by this Report: From _____ To _____

G. Summary of Progress and Expenditures to Date:

1. Work Accomplishments:

- a. Describe tasks scheduled for this period (from proposal and amendments, if appropriate).
- b. Describe tasks accomplished this period.
- c. Explain special problems, differences between scheduled and accomplished work, etc.

2. Expenditures:

- a. Describe expenditures scheduled for this period.
- b. Describe actual expenditures this period.
- c. Explain special problems, differences between scheduled and actual expenditures, etc.

H. Describe any anticipated issues that could arise:

Prepared By: _____
Signature of Principal Investigator

Date